

**MINUTES OF THE PROCEEDINGS
OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF JORDAN
IN THE COUNTY OF SCOTT
July 21, 2020**

1.0 CALL TO ORDER

Present: Ryan Dahnert, Amanda Schuh, Joe Thill, Tanya Velishek

Also Present: Nathan Fuerst, Planner/Economic Development Specialist, Megan Pavek, Planning Intern

Meeting called to order at 6:31 pm.

2.0 ADOPT AGENDA

Motion by Thill, second Velishek to adopt the agenda as presented. Vote all ayes. Motion carried.

3.0 APPROVAL OF MINUTES

A. June 16, 2020

Motion by Velishek, second Thill to approve the minutes as presented. Vote all ayes. Motion approved.

4.0 NEW BUSINESS

A. Downtown Matching Grant Request – 116 2nd St. E.

Planner Fuerst presented this agenda item and explained that it did not require design review because the alterations to the property would be minor and did not involve aesthetics of the façade. The applicants are Lisa Rizzo and Mark Houston, who own the two-story, mixed-use building that is over 135 years old. The building currently houses a photography studio and residential apartments. This property is located in the Central Business District (C-2) on Minnesota State Highway 282. On average, roughly 10,000 people use this corridor and travel past this property daily.

The applicants are applying for this grant to help cover costs for driveway repair, window and door repair, painting, replacement block and pavers, and mortar/brick improvements. The total bid amount for all of the repairs is \$11,325. The City would ultimately match \$5,441.67 if the standard policy is applied. Staff recommended that the EDA review this request and then recommend a motion to the City Council to approve the Downtown

Matching Grant in the amount of \$5,441.67. Lisa Rizzo was present at the meeting to answer any questions.

Dahnert asked whether the 2:1 matching policy only applied to requests under \$10,000. Fuerst responded that the 2:1 match is applied to all funding requests that exceed a total project cost of \$10,000.00. Thill asked if the applicant only received the funding after the project is complete. This is correct. Fuerst explained that this rule was in place to ensure that applicants held up their end of the agreement and completed all approved repairs to the satisfaction of the city before receiving funding.

Velishek inquired about the EDA budget. Fuerst responded that the EDA has an annual budget of \$25,000, and there was additional funding leftover from last year. Velishek asked whether the City Council will also have to approve this because the funding is additional from the assigned annual budget. Fuerst confirmed this was correct. Velishek showed concern that Council would scrutinize this recommendation due to the recent conflict caused by the grant request approved for the Pickled Pig. Dahnert did not believe this was an issue, and as long as the application met all of the policy requirements there should be no problem. The EDA has the discretion to approve over \$5,000 of funding if they conclude it is logical for the applicant. Velishek agreed.

Thill inquired about whether the building was on the Historic Register. The applicant responded no, due to some missing original features.

Motion by Schuh, second Velishek, to approve the amendment to the Downtown Matching Grant request. Vote all ayes. Motion carried.

B. Application of Economic Development Authority Member – Shane Ahlbrecht

Applicant was unable to attend the meeting and be interviewed by the EDA.

Motion Thill, second Velishek, to discuss the application next meeting when a proper interview can be conducted. Vote all ayes. Motion carried.

C. Moment of Silence Honoring Ronald H. Jabs

In the wake of his passing, the EDA honored Ron Jab's service to the community of Jordan. Ron served in a large number of roles throughout the community, and his passing represents a great loss to the City of Jordan. As just part of his community service, Ron served as:

- City Councilor 1979-1992
- Mayor of Jordan 1993-2008
- EDA member 2009-2020

In total, he devoted 41 years to elected or appointed positions with the City. The EDA observed a moment of silence for 41 seconds to honor the years of service Ronald H. Jabs gave to the Community of Jordan.

5.0 OLD BUSINESS

6.0 MANAGEMENT REPORT

A. General Management Updates

Administrator Nikunen presented the advertisement campaign ideas to the City Council, and contacted the company who produced the last video. The last video had a budget for roughly \$5,000, and council approved a budget for \$7,500. Staff has decided to prioritize clips of small businesses for increased promotion. The EDA can expect another update at the next meeting.

Dahnert inquired about residential development. Fuerst responded that there are a few projects in the mix, but nothing is confirmed yet. Lennar is busy, and Keystone continues to submit a decent amount of applications.

Schuh inquired about whether interest in prospective hotels had dwindled because of COVID-19. Fuerst agreed.

B. Next Meeting- August 18, 2020

7.0 CITY COUNCIL MEMBER UPDATE

Schuh gave an update on the Pickled Pig matching grant request as it was discussed at council. She expressed that Planner Fuerst did an excellent job presenting this item to council and explaining the history, and the various interpretations of the policy.

8.0 COMMISSION MEMBER REPORT

9.0 ADJOURNMENT

Motion by Thill, second Velishek, to adjourn at 7:00 pm. Vote all ayes. Motion carried.

Tanya Velishek, Mayor

ATTEST:

Tom Nikunen, City Administrator